



**JUSTICE CABINET
DEPARTMENT OF
JUVENILE JUSTICE
POLICY AND PROCEDURES**

REFERENCES:
505 KAR 1:110
3-JTS-5C-01, 02; 5D-02
3-JCRF-1B-18; 5B-06; 5C-01,
05
4-JCF-5C-02
1-JDTP-3D-01, 21
1-JBC-5C-01-03

CHAPTER: Program Services	AUTHORITY: KRS 15A.0652
SUBJECT: Programs and Services	
POLICY NUMBER: DJJ 300.1	
TOTAL PAGES: 3	
EFFECTIVE DATE: 1/04/2016	
APPROVAL: Bob D. Hayter	, COMMISSIONER

I. POLICY

The Department of Juvenile Justice (DJJ) shall provide services for the rehabilitation of probated and committed youth through day treatment and residential programs. These programs shall be designed to offer different levels of services and security as required in order to meet the needs of the youth and protect the public.

II. APPLICABILITY

This policy shall apply to each DJJ operated or contracted day treatment program, group home, and youth development center (YDC).

III. DEFINITION

Refer to Chapter 300.

IV. PROCEDURES

A. Each YDC, group home, and DJJ operated and contracted day treatment program shall provide or make arrangements for the provision of the following services:

1. Daily transportation of youth to and from the day treatment program site;
2. Reception and orientation;
3. Evaluation and program-specific classification;
4. Educational and vocational assessment;
5. Psychological assessment for youth in a YDC and group home;

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6. Referral for psychological assessment for youth in a day treatment, as needed;
 7. Educational programs;
 8. Vocational programs for youth in a YDC;
 9. Food service;
 10. Emergency medical and mental health services;
 11. Individual and group counseling;
 12. Substance abuse education;
 13. Social services;
 14. Appropriate recreation and leisure activities;
 15. Involvement in community groups consistent with security requirements;
 16. Consistent family contact;
 17. Employment counseling;
 18. Aftercare, including reentry; and
 19. Transition.
- B. Each YDC and group home shall provide or make arrangements for the provision of:
1. Access to library services;
 2. Psychiatric and ongoing mental health services;
 3. Routine medical and dental care and health education;
 4. Substance abuse treatment; and
 5. Religious services and education.
- C. Staff shall utilize community resources as necessary, either through referral for service or by contractual agreement, to provide youth with services to meet their developmental needs. Provisions shall be made, as necessary, to assist youth and, when appropriate, their family in accessing services and community resources.
- D. The Superintendent or designee shall annually assess the collective service needs of youth in the program to ensure the maximum delivery of services and to assist in program development and improvement.

V. MONITORING MECHANISM

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The Quality Assurance (QA) Branch shall perform annual facility monitoring visits that review the administration of the following policy requirements:

- A. Youth are receiving all required services; and
- B. Programs are completing periodic assessments of youth service needs.